

City of
EDMONDS
Washington

TRAFFIC CONTROL TECHNICIAN

Department:	Public Works – Streets/Storm Water	Pay Grade:	J
Bargaining Unit:	Teamsters	FLSA Status:	Non-Exempt
Revised Date:	June 2013	Reports To:	Street/Stormwater Manager

POSITION PURPOSE: Under general direction, performs maintenance on and ensures operation of the signal controlled intersections in the City as well as all City owned street lights and other traffic control devices; fabricates and maintains all City owned signs per Manual on Uniform Traffic Control Devices (MUTCD) codes; assists street and storm crews as needed.

ESSENTIAL FUNCTIONS AND RESPONSIBILITIES:

*The following duties **ARE NOT** intended to serve as a comprehensive list of all duties performed by all employees in this classification, only a representative summary of the primary duties and responsibilities. Incumbent(s) may not be required to perform all duties listed and may be required to perform additional, position-specific duties.*

- Operates and maintains all signalized intersections and resets timing as needed.
- Tests all conflict monitors and emergency pre-emption for proper functioning; with supervisor authorization/approval, adds new equipment as needed.
- Cleans lenses and replaces any equipment as needed with supervisor authorization/approval.
- Works with other jurisdictions for maintenance of common intersections.
- Creates, installs, and updates all signs that are in the City right-of-way, parks and City owned buildings, as well as special signage for the Cultural Art Department.
- Performs routine and emergency work related to the maintenance of traffic signals, street lighting and other traffic control devices.
- Re-lamps and clean signal heads; performs periodic fail-safe inspections on signalized intersections.
- Assists Engineering Division with traffic counts and signal timing issues
- Assists City Electrician with complex repairs to traffic signals.
- Responds to emergency call-outs for traffic control problems; trains other employees in traffic control techniques.
- Cleans, maintains and repairs signs, lighted crosswalks, school zones signs and related traffic devices as needed.
- Keeps accurate records of all maintenance performed; fabricates and maintains traffic and street signs; orders materials and maintains inventory of supplies and signs; inspects and refinishes signs as needed.
- Installs, maintains and repairs traffic control and informational signs and symbols; responds to citizen concerns and requests.
- Assists other City Street and Storm Water staff in the maintenance and repair of city streets, alleys, right-of-ways and sidewalks.
- Prepares and performs patching of potholes, seals cracks and repairs asphalt surfaces.
- Keeps truck stocked with all required supplies needed for sign maintenance

JOB DESCRIPTION

Traffic Control Technician

- Cleans, maintains and repairs storm drains, alleys, catch basins and manholes; excavates storm drains as needed; cleans and maintain creeks as necessary.
- Delivers equipment, supplies and labor as needed.

Required Knowledge of:

- Thorough knowledge of the Manual on Uniform Traffic Control Devices (MUTCD).
- Maintenance and repair procedures, practices and methods used within the street maintenance.
- Pavement and curb marking techniques and practices.
- Operation, use and care of hand and power tools and specialized equipment used in street maintenance activities.
- Understanding of electrical systems, schematics, blueprints, plans and various operations manuals.
- Local topography and geography.
- Applicable laws, codes, regulations, policies and procedures of assigned City systems and activities.
- Health and safety standards, rules and regulations.
- Technical aspects of field of specialty.
- Effective oral and written communication principles and practices.
- Record keeping, basic report preparation and presentation techniques and practices.
- Modern office procedures, methods, and equipment including computers and computer applications such as Cadlink and Cartegraph and other software applications sufficient to perform assigned work.
- English usage, spelling, grammar and punctuation.

Required Skill in:

- Performing a variety of maintenance and repair of City street structures and systems.
- Operating specialized tools and equipment used to fabricate and repair signs.
- Performing routine duties to install, maintain and repair traffic control and informational signs and symbols.
- Meeting schedules and time lines.
- Operating high-lift bucket truck and associated traffic signal maintenance equipment.
- Interpreting and utilizing various operational and repair manuals associated with traffic signals and sign fabrication.
- Interpreting and applying applicable federal, state, and local policies, laws and regulations.
- Monitoring and practicing safe work practices.
- Utilizing personal computer software programs and other relevant software affecting assigned work.
- Establishing and maintaining effective working relationships.
- Compiling, preparing, and maintaining a variety of records, files and reports.
- Communicating effectively verbally and in writing.

MINIMUM QUALIFICATIONS:

Education and Experience:

High School Diploma/GED Certificate supplemented by coursework in or vocational/technical certificate in electrical, electronics, traffic signal or related field and five years of experience in public sector traffic control maintenance and repair that includes experience with a variety of traffic control devices, fabricating and maintaining signs, using associated software and equipment, and experience in street maintenance and construction work that includes work with asphalt, concrete and associated equipment; OR an equivalent combination of education, training and experience.

JOB DESCRIPTION

Traffic Control Technician

Required Licenses or Certifications:

Valid State of Washington Driver's License and Class A CDL with air brake and tanker endorsements.

Valid Flagger Certification.

Valid CPR, First Aid, AED, and Bloodborne Pathogen Cards.

Obtain IMSA Traffic Signal Technician I within 6 months of hire.

Obtain IMSA Signs Marking Specialist I Certification within 6 months of date of hire.

Other specialty certifications/licenses as required by state and federal law and/or OSHA and WAC regulations may be required within a specified period of time after hire.

Must be able to successfully complete and pass background check.

Mandatory drug test subject to conditional job offer.

WORKING CONDITIONS:

Environment:

- Indoor and outdoor work environment.
- Driving a vehicle to conduct work.

Physical Abilities:

- Walking or otherwise moving over rough terrain.
- Sitting, standing or otherwise remaining in a stationary position for extended periods of time.
- Hearing, speaking or otherwise communicating to exchange information in person or on the phone.
- Operating various equipment and tools.
- Reaching overhead, above the shoulders and horizontally, bending at the waist, gripping, kneeling or crouching, stooping, crouching, reaching, pushing, pulling and twisting or otherwise positioning oneself to accomplish tasks.
- Ascending/descending, ladders and inclines.
- Working at heights, working on a high ladder and working in a confined space.
- Working in a noisy work area, working in direct sunlight, working in outside temperature extremes and working in dampness.
- Heavy physical labor, including lifting/carrying or otherwise moving or transporting 50-100 pounds.
- Operating a passenger vehicle, heavy truck, and heavy equipment and rotating machinery.
- Reading and understanding printed and electronic messages and related materials.
- Hearing voice conversation and hearing alarms.
- Possessing close vision, far vision, side vision, depth perception, night vision and color vision.
- Ability to wear appropriate personal protective equipment based on required City Policy.

Hazards:

- Working around and with machinery having moving parts.
- Working in and around moving traffic.
- Adverse weather conditions.
- Exposure to smoke, noxious odors, toxic fumes and chemicals, epoxy chemicals, poison oak or ivy, dust or pollen, insect stings, solvents, oil and ink.
- Working in a cramped or restrictive work chamber.

Incumbent Signature: _____

Date: _____

Department Head: _____

Date: _____